



Salisbury Parks &  
Recreation Department



**2010**

***Super Summertime Camp  
City Park Center***

***Parent / Participant  
Information Guide***

***Please keep this important guide  
with you at home!***



**Mission Statement:**

To provide quality leisure services through safe, attractive, maintained parks and diversified programs that meet the current and future needs of the community... along with our continued commitment of providing excellent customer service.

# *2010 Super Summertime Camp*

## *Registration Rules and Regulations*

### **Registration Process:**

Registration for City of Salisbury residents will begin on Monday, May 3, 2010. Open registration will begin on Thursday, May 6, 2010. To register:

- 1) Thoroughly read and understand the Parent/Participant Guide and sign the back page.
- 2) Thoroughly complete a registration form for youth.
- 3) Provide staff with parental identification and/or any official documentation to submit along with the appropriate payment.

The **maximum capacity** for the camp will be 40 children per week with exception for Week 10 when we will only accept 30 children. Campers are divided based on age and assigned group leaders. Once the camp is full, a waiting list will be started. Please make every effort to register your child on or before June 10.

### **Payment / Refund Policy / Deposit / Transfers:**

**Payment Plan:** Payment (in full) for the first week of attendance is required. Additionally, a \$25 deposit per child/per week is required in order to reserve a spot for any given week. Deposits are non-refundable. The balance for each following week must be paid the previous Friday by 5:30 p.m. (See Payment Schedule on page 8.) Failure to pay the balance in advance will result in the loss of the reserved spot and the deposit and will immediately transfer the participant to the end of the waiting list if the camp is full. **NO refund or adjustments will be made for days missed by a participant during a week already paid for in full.**

Any camper whose parent(s)/guardian(s) fall behind in payments over ONE WEEK will not be allowed to attend camp the following week.

**Refunds:** Refunds may be issued on a case by case basis. A refund can be requested by issuing a written request to Salisbury Parks and Recreation Department at least seven (7) days prior to the beginning of the week in question. If the refund request is approved, a 25% service charge will be assessed. **Not all requests are automatically granted and no requests will be accepted inside of the seven (7) day period.** In addition, a child suspended from the camp for disciplinary reasons will not receive a refund.

**Changing Weeks:** You will be able to change reservations for reserved weeks without penalty as long as the request is made at least one (1) week in advance and there is availability in the new week being requested. If the process is completed with advanced notice, deposits can be transferred.

### **Age Requirements (For Campers):**

Super Summertime Camp is geared to children ages 5 – 12.

Children must have turned 5 years old no later than June 10, 2010. Absolutely no exceptions.

Children must not have reached 13 by June 11, 2010. Absolutely no exceptions.

### **NEW! Specialty Camps:**

Parents may register their child for any summer specialty-camp offered by the Salisbury Parks and Recreation Department. Most specialty camps will end at 12:00 pm. or 1:00 pm. You will have the option to pick up your child each day upon the conclusion of the specialty camp or you may allow your child to re-group with our traditional summer camp if space is available. On days where our summer camp is on a field trip or off-site, your child will remain at City Park Center with adequate supervision until the summer camp returns. Transportation will be provided to the nearest center offering a summer camp if your child attends a specialty camp at another Salisbury Parks and Recreation facility.

**Note:** There is a charge of \$25.00 if you choose to allow your child to stay at City Park Center and re-group with our traditional summer camp. For example: If you register your child for Martial Arts Camp (\$55.00) and choose to allow him/her to re-group with summer camp afterwards, then you will pay an additional \$25.00 for that week. All campers must be picked up and signed out by 5:30 pm. daily.

### **Drop Off:**

You may drop your child off starting at 7:30 a.m. **NO EARLIER!!** We request that all children be signed in no later than 8:30 a.m. Unless otherwise posted, the bus for most field trips will leave at 8:30 a.m. (sharp), so it is advised that you make a special effort to aim for an 8:20 a.m. drop off/sign in. In addition, we take other mini-trips during the week and some of these will be a 9:00 a.m. departure. Salisbury Parks and Recreation is not responsible for supervising children that are late and left behind for any field trips.

### **Sign In/Out, Pickup and Late Charges - VERY IMPORTANT!**

**Sign In/Out:** Parents, Guardians and those authorized on the registration sheets ONLY are responsible for signing their child in/out each day at the front desk. You must come inside the facility to sign in and sign out. This process is for the safety of your child! No child will be signed out by, or released to someone not on the registration sheet unless the Camp Administrator is otherwise notified in writing. Absolutely no exceptions!

#### **Pick Up:**

All campers must be picked up and signed out by 5:30 p.m. daily. Failure to adhere to this policy will result in the late charges noted below.

#### **Late Pick Up Charge:**

\$15.00 after 5:30 p.m.

\$40.00 after 5:45 p.m.

Any child picked up after 6:00 p.m. will result in a one week expulsion from camp.

If there are extenuating circumstances that come up in which you will be late picking up your child, please call ahead to let camp staff know at **(704) 638-5295**.

### **What To Wear and What Not To Bring:**

Please dress your child appropriately for camp. T-shirts, shorts, wind pants, jeans and tennis shoes are acceptable. Hats are acceptable for outside use and must be worn properly. Tank-tops, skirts, sag and drag shorts/jeans, flip-flops/boots/heels/heelies and bandanas are NOT acceptable. No electronic devices may be brought to camp!

### **Meals/Snacks:**

We are entering our 12<sup>th</sup> year of being a participant in the Rowan/Salisbury Summer Food Service Program. This program is designed to provide a nutritious breakfast/lunch to children in the community. Each child will be issued a bag breakfast/lunch daily. Dates for the Summer Food Service Program are June 15, 2010 - August 13, 2010. Campers will need to bring their lunches for the following dates/weeks: June 14, August 16 – 20. No breakfast or lunch meals will be provided on these days. Note: Your child must be present when the Summer Food Service van arrives at the facility in order to receive the bag breakfast or lunch. If your child

wishes not to eat the bag breakfast/lunch, they may bring their own. Please do not provide your child with a breakfast or lunch that requires refrigeration, or needs to be heated in the microwave. There will be some days that campers will be away from the site and we will not have access to these amenities. Please do not bring your child fast food since the lunch schedule may change around day-to-day activities!

We will offer an afternoon snack time where your child may bring his/her own snack or purchase a beverage/snack from our vending machines. When supplying snack money please give your child quarters, dimes, and nickels! No dollars bills please. The drink machine requires forty cents (.40), while the snack machine requires fifty cents (.50). Salisbury Parks and Recreation and camp staff will not supply money or snacks for the participants.

### **Swimming:**

The entire camp will swim at Lincoln Park Pool on Tuesdays, and Thursdays from 12:30-2:00 p.m. Please remember to send a swimsuit and towel with your child on these days. It is best to have your child wear his/her swim suit underneath camp clothes. Participation in this event is not required. We will have a supervised shaded area where those that do not swim can sit. On Tuesday of every week, each child will be given a general swim test to determine his/her swimming competence. The results of this test will determine which areas of the pool a child may swim. Those children that fail to adequately pass the swim test will not be allowed past the shallow section.

### **Field Trip Policies:**

We ask that each parent/guardian sign a field trip waiver form for all scheduled trips when registering your child. Details of weekly activities and field trip will be located at the front desk each Monday. If any additional trips are scheduled, permission forms will be given to parents at the front desk. For most field trips, the bus will leave City Park Center between 8:30 - 9:00 a.m. and will return by 5:00 p.m. unless otherwise posted.

**Salisbury Parks and Recreation is not responsible for supervising children that arrive late to the center on field trip days.** To help us identify our campers on field trips, we require that your child wear his/her camp T-shirt.

### **Sick Policy/Administering Medicine:**

Children with a communicable condition or sickness such as chicken pox, measles, lice, influenza (flu), strep throat, mononucleosis (mono), will not be permitted to attend the camp. A physician's note is required clearing the child to return to camp from any of the above conditions.

If a child shows signs of sickness (high fever, vomiting, diarrhea, severe headache) or is injured, the parent/guardian on the registration sheet will be notified and expected to make immediate arrangements to pick their child up from camp.

Please do not send your children to camp if they are sick (high fever, vomiting, stomach pains, migraine headaches, etc...)

Parents, please apply sunscreen to your child as needed. There are activities that take place outdoors throughout the day. You may send sunscreen with your child, but please apply sunscreen before sending your child to camp.

We do track and hand out medicine that has been prescribed by a physician. Prescriptions must be in their original prescription labeled bottle. Please provide the camp administrator with the prescription and written administration details as needed.

Salisbury Parks and Recreation and its staff cannot provide medical assistance such as administering ointment and creams to the children. Staff will apply a band-aid and/or ice packs if needed. Staff can administer first responder attention in cases of immediate medical emergencies. If immediate medical attention is required, 911 will be called and parents will be notified immediately.

**Discipline Policy:**

Rules of acceptable conduct have been established for the camp and will be relayed to the camper at the beginning of the camp and will be reviewed each day. These rules are designed to ensure a safe environment for others, develop proper personal behavior, encourage self-discipline and maintain environmental control.

Your child's group leader and other Salisbury Parks and Recreation staff may administer discipline. Discipline starts with short timeouts (withdrawals from activity) and progresses into longer lengths of time. Since swimming seems to be a favored activity, timeouts from swim time seem to be a very effective method of discipline. Staff is encouraged to deal with disciplinary issues fairly and firmly. However, methods such as corporal punishment, sarcasm and taunting are not considered acceptable forms of discipline.

Excessive discipline or behavioral problems will be dealt with through our three step plan:

1. Level 1 Offense - Behavior Notification Letter to parent/guardian referring to nature of the problem
2. Level 2 Offense - Behavior Notification Letter and conference with parent/guardian and child
3. Level 3 Offense - Behavior Notification Letter and suspension from Summer Camp program with no refund.

After two level one offenses a conference with parent/guardian and child will be conducted, A third level one offense will result in a parent/guardian conference and may result in suspension.

The Camp Administrator reserves the right to skip any of these steps depending on the severity of the problem. It seems to be a common practice that children are taken off their behavioral medication for the summer. This is no excuse for unacceptable behavior and these children will receive no exceptions to the discipline policy!

# *2010 Super Summertime Camp*

## *At City Park “The Place to Be”*

### *10 Weeks of Fun for Ages 5-12*

| <b>Week #</b>       | <b>Dates</b>        | <b>Weekly Trip (Subject to change)</b>        |                                      |
|---------------------|---------------------|---|--------------------------------------|
| <b>Pre-Camp</b>     | June 11             | -----   | No trip                              |
| <b>Week 1</b>       | June 14 – 18        | June 18                                       | Asheboro Zoo                         |
| <b>Week 2</b>       | June 21 – 25        | June 25                                       | Natural Science Center of Greensboro |
| <b>Week 3</b>       | June 28 – July 2    | July 2  | Woodleaf Lanes                       |
| <b>Week 4**</b>     | July 6 – 9 (4 days) | July 7  | Food & Field Olympics                |
|                     |                     | July 9  | Xtreme Play @ Carolina Mall          |
| <b>Week 5</b>       | July 12 – 16        | July 16                                       | Ray’s Splash Planet                  |
| <b>Week 6</b>       | July 19 – 23        | July 23                                       | Sci-Works Science Center             |
| <b>Week 7</b>       | July 26 – 30        | July 27                                       | Kannapolis Intimidators Game         |
|                     |                     | July 30                                       | Kannapolis Fun Park                  |
| <b>Week 8</b>       | August 2 – 6        | Aug. 6  | Dan Nicholas Park                    |
| <b>Week 9</b>       | August 9 – 13       | Aug. 13                                       | Happy Lake                           |
| <b>Week 10</b>      | August 16 – 20      | Aug. 20                                       | Family Day/Summer Camp Olympics      |
| <b>Weeks 1 – 10</b> | June 14 – August 20 | Wednesday’s Tinseltown Summer Movie Clubhouse |                                      |

**All weekly field trips are subject to change.**

**If there is a change from the above field trips, parents will be given a permission form to sign.**

**Weekly trips are subject to change and/or cancellation due to inclement weather.**

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***City of Salisbury Residents: \$65/week    Non-City Residents: \$130/week***

#### ***What does your child get?***

- Camp t-shirt
- Breakfast and Lunch (June 15 – August 13)
- Swimming two days a week
- Weekly field trip
- Weekly movie trip (Tinseltown Movie Clubhouse program)
- Summer education reading program at the Rowan Public Library once a week
- Fun activities, crafts, team building and computer education all week long
- Professional staff and customer service

*Registration for City of Salisbury Residents will begin on Monday, May 3, 2010  
 10:00 a.m. at City Park Center  
 Open Registration begins on Thursday, May 6, 2010  
 Please call 704-638-5295 for additional information*

## ***2010 Super Summertime Camp Fees and Multi-Family Payment Plans***

### **CITY OF SALISBURY RESIDENT FEES**

| <b><u>4-5 Days</u></b> | <b><u>Cost Per Child</u></b> | <b><u>Total Cost Per Week</u></b> |
|------------------------|------------------------------|-----------------------------------|
| First Child            | \$65.00                      |                                   |
| Second Child           | \$52.00 (20%)                | \$117.00                          |
| Third Child            | \$39.00 (40%)                | \$156.00                          |

| <b><u>1-3 Days</u></b> | <b><u>Cost Per Child</u></b> | <b><u>Total Cost Per Week</u></b> |
|------------------------|------------------------------|-----------------------------------|
| First Child            | \$45.00                      |                                   |
| Second Child           | \$38.00 (15%)                | \$83.00                           |
| Third Child            | \$31.00 (30%)                | \$114.00                          |

### **COUNTY RESIDENT FEES** (anyone outside the City limits of Salisbury.)

| <b><u>4-5 Days</u></b> | <b><u>Cost Per Child</u></b> | <b><u>Total Cost Per Week</u></b> |
|------------------------|------------------------------|-----------------------------------|
| First Child            | \$130.00                     |                                   |
| Second Child           | \$104.00 (20%)               | \$234.00                          |
| Third Child            | \$78.00 (40%)                | \$312.00                          |

| <b><u>1-3 Days</u></b> | <b><u>Cost Per Child</u></b> | <b><u>Total Cost Per Week</u></b> |
|------------------------|------------------------------|-----------------------------------|
| First Child            | \$90.00                      |                                   |
| Second Child           | \$72.00 (20%)                | \$162.00                          |
| Third Child            | \$54.00 (40%)                | \$216.00                          |

When registering for Summer Camp parent(s) must provide a valid drivers license or photo identification. Identification must have correct mailing address to verify City / County resident status. If you have legal custody of a child you must provide official documentation!

Families that utilize the family discount must be an immediate family member which includes:

- Brother or Sister
- Half/Step Brother or Sister (by law)
- Children that you have legal custody of

# *2010 Super Summertime Camp*

## *Payment Schedule*

The first day of camp is essential for campers and staff and we highly recommend all parents to register on or before June 10 to avoid long delays on Friday, June 11. To help avoid a last minute rush, City Park will be open on Thursday, June 10 from 10:00 a.m. until 9:00 p.m. Please take advantage and register early!

### **PARENTS PLEASE FOLLOW THE PAYMENT SCHEDULE BELOW!**

|   |  |
|---|--|
| <b><u>PRE-CAMP</u></b> BY THURSDAY, JUNE 10 | <b><u>WEEK 6:</u></b> BY FRIDAY, JULY 16                       |
| <b><u>WEEK 1:</u></b> BY FRIDAY, JUNE 11    | <b><u>WEEK 7:</u></b> BY FRIDAY, JULY 23                       |
| <b><u>WEEK 2:</u></b> BY FRIDAY, JUNE 18    | <b><u>WEEK 8:</u></b> BY FRIDAY, JULY 30                       |
| <b><u>WEEK 3:</u></b> BY FRIDAY, JUNE 25    | <b><u>WEEK 9:</u></b> BY FRIDAY, AUGUST 6                      |
| <b><u>WEEK 4:</u></b> BY FRIDAY, JULY 2     | <b><u>WEEK 10:</u></b> BY FRIDAY, AUGUST 13                    |
| <b><u>WEEK 5:</u></b> BY FRIDAY, JULY 9     | <b><u>BACK TO SCHOOL FUN DAYS:</u></b><br>BY FRIDAY, AUGUST 20 |

- Parents must pay for pre-camp (if attending) and/or the first week of camp in full!
- For those who are paid weekly, bi-weekly and/or monthly, please mark your calendars and make financial adjustments now to be sure you are paying correctly and on time.
- To reserve additional weeks parents may pay a \$25 (non-refundable) deposit per child for each additional week.
- The balance for each following week must be paid in full by the 5:30 p.m. on the scheduled dates above.

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***\*\*We accept VISA and MasterCard\*\****

***\*\* Checks must be made payable to: City of Salisbury\*\****

***\$25.00 service fee on returned checks and will be subject to cancellation of camp registration until all fees are paid in full.***

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***Registration for City of Salisbury Residents will begin on Monday, May 3, 2010***

***10:00 a.m. at City Park Center***

***Open registration begins on Thursday, May 6, 2010***

***Please call 704-638-5295 for additional information***



## Salisbury Parks & Recreation Department



### Mission Statement:

To provide quality leisure services through safe, attractive, maintained parks and diversified programs that meet the current and future needs of the community... along with our continued commitment of providing excellent customer service.

Dear Parents,

The City of Salisbury Parks and Recreation Department is offering an exciting ten (10) weeks of Summer Day Camp for youth ages 5-12. The camp will begin on Friday, June 11 and conclude on Friday, August 20. Camps will operate at both City Park Recreation Center and Miller Recreation Center.

This information packet is designed to educate you on our camp policies, payment structure, and schedule of events for this year's camps. Please review this information and feel free to visit our camps in person. We would also like to extend an invitation for you to volunteer your time in any capacity.

The City of Salisbury Parks and Recreation Department would like to thank you for your continued interest and support. We promise to offer a quality environment that will translate into a fun, exciting, and educational experience for your child.

Sincerely,

Gail Elder White, CPRP  
Parks and Recreation Director

***2010 Super Summertime Camp  
Parent/Participant Information Guide  
Signature Page***

By signing below, I acknowledge that I have read and completely understand the entire contents of the Parent/Participant Information Guide. I have been given a copy of the Parent/Participant Information Guide by City Park Staff. I will inform the Summer Camp Administrator of any changes in my child(s) registration form.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

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**STAFF USE ONLY**

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Payment was received today: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Place this sheet along with the youth registration form inside the Summer Camp registration book

**Salisbury Parks & Recreation Department – Field Trip Permission Form**

I the parent/Guardian of \_\_\_\_\_ (Participants Name) do allow my child to participate in the Salisbury Parks and Recreation activity.

*2010 Super Summertime Camp Scheduled Field Trips – City Park*

**Weekly Activities**

Story Teller & Book Check Out- Rowan Public Library  
 Mondays- 2:00-3:30pm  
 Movies- Tinseltown Theatre \*You may send extra money for snacks\*  
 Wednesdays- 9:30am- 11:30am  
 \*Combo pack (drink, popcorn, and Sour Patch rope) \$4.50\*  
 Movie List available upon Request  
 Swimming- Lincoln Pool  
 Tuesdays and Thursdays- 12:30- 2:00pm

**Summer Camp Trips**

|                   |                     |                                   |                                      |
|-------------------|---------------------|-----------------------------------|--------------------------------------|
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| <b>Weeks 1-10</b> | June 14-August 20   | Tinseltown Summer Movie Clubhouse |                                      |

(You may send extra money with your child to purchase additional items.)

Additional Trips may be added as scheduled by group counselors.  
 Permission slips will be given as these trips are scheduled.

**PLEASE HAVE YOUR CHILD HERE BY 8:30 A.M UNLESS OTHERWISE NOTED.**

In considerations of my child’s participation in the above mentioned Salisbury Parks and Recreation program or activity (including traveling). I hereby discharge and release the City of Salisbury, the Parks and Recreation Department, and any and all employees of the agents thereof all claims of any kind or nature whatsoever arising out of the actions of the above said employees or agents to the extent allowed by law. I have informed the Parks and Recreation Department’s staff of any physical conditions that may hinder my child’s participation in the program/activity. I understand, acknowledge and consent that my child’s photograph, likeness or image may be displayed for advertising purposes without further compensation or notice.

In case of an emergency, I hereby give my permission for my child to receive any necessary medical treatment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_